

CHANGE OF ADDRESS FORM

BROKER/BANKER and BRANCHES

DIVISION OF MORTGAGE LENDING

NEVADA DEPARTMENT OF BUSINESS AND INDUSTRY

Mail to: 400 W. King Street, Suite 406
Carson City, NV 89703
(775) 684-7060, Fax (775) 684-7061

Please enclose your original broker or branch license with this form. Maintain a photo copy. Submit the request 7-10 business days in advance of the move. The Division will return a new license to indicate the change in address upon approving this change. Proposed location must allow business signage.

Change of address for a ☐ **Mortgage Broker (Principal location)**
☐ **Mortgage Broker Branch**
☐ **Mortgage Banker (Principal location)**
☐ **Mortgage Banker Branch**

NAC 645B.040 (c) The mortgage broker may not change the location of his principal office or branch office until the commissioner has approved the transfer.

NAC 645E.230 (c) The mortgage banker may not change the location of his principal office or branch office until the commissioner has approved the transfer.

CURRENT ADDRESS:

Licensee Name (DBA): _____

Address: _____
Street
City State Zip

PROPOSED NEW ADDRESS: Proposed location must allow business signage

Address: _____
Street
City State Zip

Phone: _____ Fax: _____

Effective Date: _____

Will the company share premises with another company? Yes _____ No _____

If answered yes please list business, nature of relationship and how businesses will be segregated:

Required items:

1. Original license (The Division will return an amended license to indicate the change in address upon approving this change)
2. List of mortgage agents moving to new location, including any issued agent licenses

Signature of Owner or Qualified Employee

Date

Print Name